

**FIRE CAPTAIN**

(Promotional Class)

**DISTINGUISHING FEATURES OF THE CLASS**

This class encompasses responsible supervisory positions, the primary duties of which involve the supervision of the operations of a fire station, including the supervision of firefighting personnel, apparatus and equipment on an assigned shift. Employees of this class respond to emergency calls, assume command at the scene of an emergency in the absence of a superior officer, and assist in the training of subordinate employees. Fire Captains have the authority to work independently in most areas, performing special tasks with only general instructions. Employees of this class report to and have work reviewed by the Deputy Fire Chief. Fire Captains rank directly below the class of Deputy Fire Chief.

**EXAMPLES OF WORK**

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Manages all department operations on one shift. Delegates authority to subordinates for the more effective operation of the department when such delegation is allowed by law. Issues orders, assigns work areas, and provides assistance to subordinates in technical areas of work. Inspects the appearance of assigned equipment and subordinate personnel. Reviews reports, approves leave, evaluates employee work performance, and resolves employee complaints and grievances. Counsels employees who are experiencing work problems and recommends disciplinary action to superior officer. Evaluates the efficiency of response units following emergency incidents.

Responds to all fire alarms from dispatcher, supervises the operation of the fire apparatus, and performs size-up of emergency scene. Oversees a fireground perimeter for crowd and traffic control. Maintains communications between the fire scene and other authorized personnel and directs emergency scene operations. Supervises subordinate employees at the scene of an emergency and responds to fireground changes while directing firefighting operations. Operates self-contained breathing apparatus for protection from hazardous environments. Performs and supervises search and rescue operations, forcible entry operations, ladder, and ventilation operations. Recognizes internal and external fire exposures and takes measures to protect from fire extension. Performs and supervises hose operations, applies appropriate fire streams, and uses the appropriate portable fire extinguisher. Supervises truck and ladder operations. Utilizes water supplies from public water systems and static sources and performs automatic sprinkler system support operations. Directs standpipe system

support operations, salvage operations, and overhaul operations. Identifies hazardous materials and directs the handling of hazardous materials incidents. Provides for the needs of firefighters and other emergency personnel at the scene, and coordinates the activities of firefighting and law enforcement personnel.

Provides emergency medical services such as basic first aid, CPR, and first responder services. Notifies dispatcher to call for additional emergency medical help if needed. Provides advanced life support services to patients, administers medication, and monitors the effects of administered medication. Directs the operation of emergency medical equipment, obtains a comprehensive drug history on patients, and keeps informed on circumstances in which it is not appropriate to administer a drug to patients.

Performs and supervises pre-fire planning inspections by visiting area facilities. Reports fire hazards or safety violations to the appropriate authority. Oversees that the fire scene is secured to protect evidence of potential arson and maintains the chain of custody. Questions witnesses to a fire incident and investigates the causes and circumstances of fires, especially those suspected to be the result of carelessness or arson.

Conducts classroom training and delegates training to subordinates as needed. Completes assigned forms and records and compiles data for reports. Conducts required tests of fire department apparatus and equipment, inspects apparatus for proper placement and maintenance of tools and equipment, and inspects station facilities to ensure compliance with department standards. Reports and receives reports about any problems with fire department property and equipment for the purposes of repair and maintenance.

Performs related duties as assigned.

#### **QUALIFICATION REQUIREMENTS**

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and of legal age.

After offer of promotion, but before beginning work in this class, must pass a physical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must possess a valid driver's license.

Must be a regular and permanent employee in the class of Fire Lieutenant for at least one (1) year immediately preceding closing date for application to the board.

DR	07-13-77
Rev	12-13-78
	04-11-79
	05-09-79
	09-10-80
	08-12-87
	10-13-93
	03-10-99
	08-11-99
	10-13-99
	05-18-00
	03-10-04
	06-13-12
	11-15-16